

DIRECTIONS  
—FOR—  
SETTING UP, WORKING  
—AND—  
Keeping in Order,  
—THE—  
TYPE WRITER.



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FIG. 1.

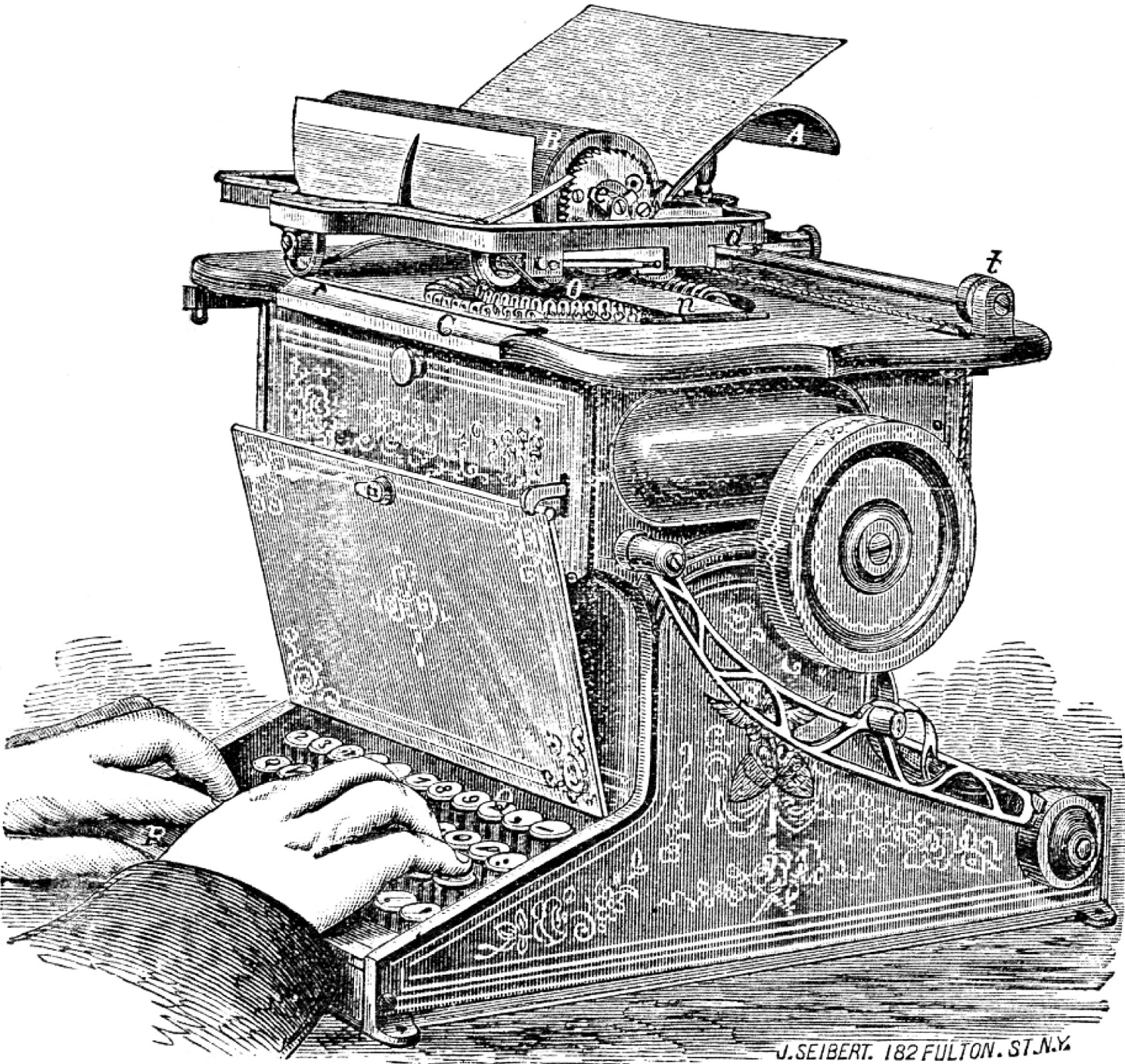
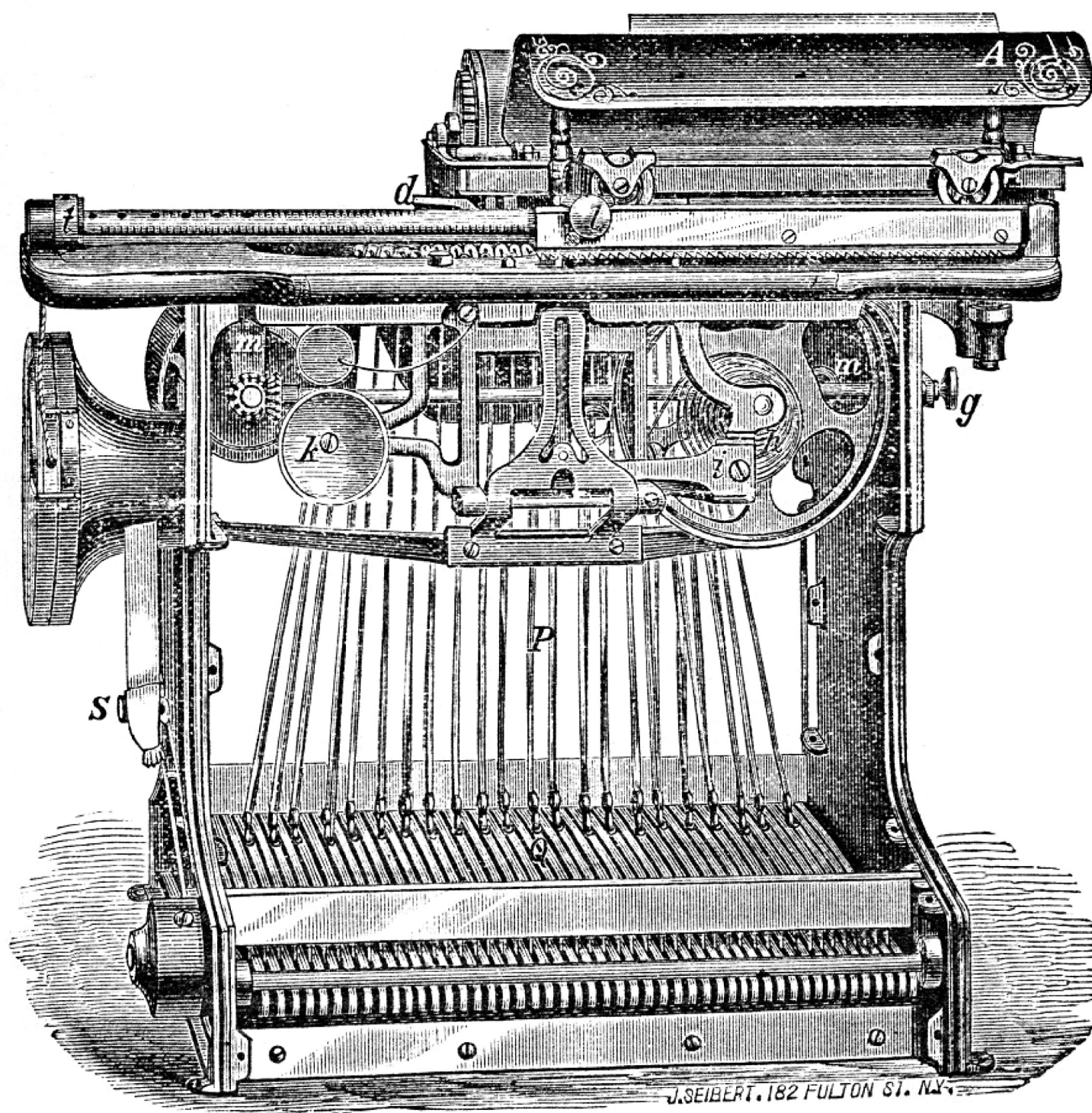


FIG. 2.



# DIRECTIONS.

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## SETTING UP.

The screws with which the machine is fastened in the crate are also used to fasten it upon the stand, after removing strings, paper, etc., used for packing machines for shipment. In the drawer of stand will be found a paper-rest, on the back of which are a couple of projecting pins or supports; on the carriage-frame, behind printing cylinder, will be found holes corresponding with these pins. Insert pins in holes, and the paper-rest (A Fig. 1,) will fit in place, and the machine will be ready for work.

## WORKING.

Lay the paper on paper-rest A, above referred to, with the edge of paper close down between printing cylinder and feed-roller; turn printing cylinder (B Fig. 1,) by hand, from you, which will carry the paper to a proper position for printing. Roll paper in sufficiently far to give desired margin on top of sheet, and see that the pointer in front of carriage is at O on scale lettered in front of machine at C, (Fig. 1). The carriage is brought to position by pressing on side lever S, (Figs. 1 and 2) or, at the right hand and back of carriage will be observed a projecting thumb-piece D, (Fig. 1 and 2) which when pressed on, will release the carriage, and enable the operator to place it by hand where he desires; the carriage remaining free to be moved as long as the thumb-piece is so pressed down. (It should be remembered that if the carriage is moved by the lever S, the paper will be shifted the distance from one line to another, but when the carriage is moved by the thumb-piece D, the paper is not shifted.) Strike the desired keys with sufficient force and promptness to throw the type against the printing cylinder; being careful to strike but *one key at a time*, and to *release the one which is struck before striking another*. The carriage may be raised at any time to observe results.

If a mistake has been made in striking the wrong letter, it may be erased and the proper key struck. In order to assist in finding the position, a scale divided to correspond with that on the front of the machine is placed under the roller B; this scale serves the further purpose of enabling the operator to write on any desired line, by placing the paper so that the line on which it is desired to write, corresponds with the edge of the scale, and then turning the paper roller one space in the ratchet.

By pressing down on the side lever S, the carriage will be run back to first position, and the paper will be shifted for a new line, (see parenthesis above.) *The operator should press the lever down quickly but not too hard.*

The space between lines may be changed by means of a little three-pronged piece of mechanism (E Fig. 1,) which will be found at the right hand end of print-



ing cylinder, just inside of the support of the cylinder. The longest prong turned directly down makes the narrowest space between lines; the next in length so turned down, a wider, and the shortest so turned, the widest. To turn this, loosen the screw a trifle in the end of the cylinder, turn piece as desired, and be sure to tighten screw again.

The ink-ribbon (N Fig. 1,) has a continuous motion imparted by the same coiled spring (H Fig. 2,) that moves the carriage when the keys are touched. When exhausted from one spool and wound on the other, the motion must be reversed which is done as follows:—at the left hand, upper corner, and outside of the machine, a projecting button (G Fig. 2,) held by a latch will be observed. Raise the latch, and the button may be pressed in or drawn out a little, as the position of the ribbon requires. Drop latch after thus shifting, and the ribbon will wind the other way. By opening the front of the machine, the spools may by pressing or drawing gently, be moved on their shafts, which is necessary to bring, in time, the whole surface of the ribbon into use. In doing this care should be taken to *move both spools alike* so that the ribbon may *remain parallel with the cylinder*.

The movable bar in the front of the key-board will be readily recognized as the space-key, by which the space between the words is made. The operator will, of course, strike it between every word; and he will also strike it whenever he desires to make other spaces than between words—beginning of paragraphs, etc.

In order to call the attention of the operator to the fact when he has nearly reached the end of a line, the bell (K Fig. 2,) is arranged to ring when the carriage reaches a certain position. Usually the bell is set so as to ring when the carriage is within a few spaces of the end of its travel, but if narrow paper is being used it may be set to ring at any desired point by simply loosening the thumb-screw (L Fig. 2,) and setting it in any desired position.

If it be desired to make a wider margin, set the loose washer T, which will be found on the right hand end of the rod on which the carriage slides, at any desired position by means of a pin which will be found in the drawer of machine; this pin passes through the washer and through one of the holes in the rod to hold the washer in position.

At the upper right hand corner of the key-board is a character which makes an underscore to letters and words; strike that character in advance of any letter it may be desired to write, and such letter will be found to be underscored.

By holding the space-key down, and while thus held, striking the S and the I or the S and ; a dollar mark will be found to have been made. By striking the period and apostrophe in similar circumstances, a note of exclamation will be formed. A plus mark is also made by holding space-key down and striking the I and hyphen.

A number of copies may be taken at once by pinning together at one end a number of sheets of thin paper, placing a sheet of carbonized paper between every two pieces of thin paper and feeding into the machine. Strike the keys with a little more than common force. From 10 to 20 copies may be taken at once in this way, depending upon the quality of the carbon and thin paper. The

ribbon should be put on one side out of use while manifolding, which may be done by drawing it off the spools, then throwing the latch which holds the button G, back out of place so as to prevent the ribbon being wound up on either spool.

Press copies are taken in the copying press by the ordinary method. A little more water should be used, however. This is an especial feature, and deserves attention. With proper care the most satisfactory results may be attained.

### **KEEPING IN ORDER.**

Keep the hinge-rail—the rod on which the carriage slides and turns—and all other exposed working parts, perfectly clean and bright.

As a rule, oil no part of the machine except to clean it.

If the carriage stops or moves too sluggishly, it may be from one of three causes: 1. The ink-ribbon may be wound all on one spool, if so shift the winding of the ribbon as before directed. 2. The ribbon may catch or bind somewhere, if so, start it by turning the button (G Fig. 2). 3. The tension of the coiled spring H, may be too weak. To increase the tension, turn the thumb screw at the left side below the stud G which operates upon the coiled spring H, through a worm wheel\* and screw. 4. The rocking-bar spring I, at the back of the machine may not have sufficient tension. In the adjustment of the machines it is necessary that the springs H and I, should be adjusted with reference to each other. As, if more tension is given the pulley spring H, more friction is created on the point of the escapement which must be overcome by the spring I.

If, when depressed, the keys rise too sluggishly, or do not rise quite fully to place, it may be that the tension of the rocking-bar spring I is too weak, in which case slightly tighten the screw which holds that spring in place.

If any type-bar sticks in its guide and does not fall promptly, first see if there is any dirt in the loop which prevents the bar from falling; if this is not the cause of it sticking, it may be that the guide is not quite central, in which case push the top of the loop of the guide to one side or the other as the case may require, till the bar will fall freely.

If any type should get a trifle out of alignment, a gentle pressure against the inner end of the type-bar, one way or the other, as may be needed, will put all right again. If a type should get radically out of place, it can be adjusted by loosening the screw of its hanger-bearing; but this should not be attempted till one is fully familiar with the machine.

The machine generally works without giving trouble to its operators and in a manner that makes directions unnecessary. The difficulties referred to, however, are possible, and to meet them if they occur, these directions are given.

In case of accident to the machine, or in case of any difficulties not provided for in the foregoing, write to us—giving full and clear statement of how it “acts”—and we will promptly give such instruction as the case demands.

Keep every part of the machine clean.

E. REMINGTON & SONS, Ilion, New York.

\*This does not show in the cut, having been attached since the cuts were made.